

**EFFECTIVE**

November 1, 2019.

**Subject(s)****FOM 903-3, Payment for Family Foster Care**

This item has been updated to further clarify the expectations of documentation and timeliness of completing the determination of care (DOC) assessments. The forms DHS-668, Notification of Determination of Care (DOC) Decision, DHS-669, Local MDHHS Response to Administrative Review Request for Determination of Care (DOC) Denial, and DHS-670, Federal Compliance Division (FCD) Decision to Administrative Review Request for Determination of Care (DOC) Denial, have also been updated.

A DHS-668 must be completed with the foster parent signature with every DOC assessment completed. This is a new requirement and will ensure that the foster parent is aware of the approved rate. If the foster parent does not agree with the rate, the administrative review process is initiated.

This requirement is also being added to assist the adoption assistance program office. Often appeals of the adoption assistance rate are filed by adoptive parents who did not understand or agree with the DOC rate and did not clearly understand their rights to an administrative review.

**Policy Contact**

Questions regarding this policy update can be forwarded to [mdhhs-federalcompliance@mdhhs.state.mi.us](mailto:mdhhs-federalcompliance@mdhhs.state.mi.us).

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Changed Items ...**

[FOM 903-03](#)